

## Request for Proposal (RFP) for Tribal Prosecutor for the Nisqually Indian Tribe

The Nisqually Indian Tribe (“Tribe”) is seeking proposals from attorneys licensed in the state of Washington. Applicants must have three or more years of substantive experience in Tribal or Federal Indian law. Familiarity with prosecution and prior experience working for or with an American Indian Tribe are desired. Applicant will be supervised by the Nisqually Tribal Council.

### BACKGROUND

The Tribe is constitutionally organized under Section 16 of the Indian Reorganization Act of 1934. The Tribal Council is comprised of seven elected Council members elected by the General Council, which consists of all voting –age members of the Tribe.

### SCOPE OF WORK

The selected applicant will have a working knowledge of the Tribal Constitution and federal law and will provide legal advice to the Nisqually Tribal Council. The selected applicant will be authorized and directed to render legal services on all projects and matters assigned to him/her by the Tribe. Such legal services include criminal and civil prosecution in Nisqually Tribal Court and representation of the Tribe in Indian Child Welfare matters. Appearance as counsel before all federal, state, and tribal courts, tribunals, departments, agencies, and legislatures on all legal matters, subject to the direction of the Nisqually Tribal Council. The selected applicant will not represent or perform services for individual Tribal members on non-official Tribal business. The selected application may also be asked to provide in-house duties as requested by the Tribal Council.

### SUBMITTAL FORMAT AND CONTENT

All respondents are required to follow the format specified below. Applicants shall base their submittals on the “Scope of Work.”

I. Cover Page – The proposal shall include the Request for Proposal Title, submittal due date and name, address, fax number and telephone number.

II. Resume – Qualification and Experience. This section will contain a description of the applicant’s educational background, training, experience in law and working with American Indian Tribes and any other information pertaining to the ability to perform the required duties.

Washington State Bar Admission – the respondent must be in good standing and licensed to law in the State of Washington.

III Conflict of Interest – The respondent must disclose any potential conflicts of interest which might arise if they were to accept an award of a contract with the Tribe.

IV – Certification – The respondent will provide a certification that the statements contained in their proposal are true and correct to the best of their knowledge.

## GENERAL CONDITIONS

Choice of Law. The contract regarding these services will be governed and construed in accordance with and pursuant to the laws of the Tribe.

Non-Binding. The Tribe retains the right to reject all submittals. Selection is also dependant on the negotiation of a mutually acceptable contract between the Applicant and the Tribe.

Proprietary Information. Any restrictions on the use and ownership of the information contained within the Applicant's response to the RFP must be clearly stated within the response. All other proposal material shall become the property of the Tribe.

## SUBMITTAL SCHEDULE AND PROCESS

Two (2) originals of the submittal must should be sent to:

Nisqually Tribe Finance Department  
Attn: Jill Wall, Procurement Officer  
Financial Services - Contracts  
4820 She-Nah-Num Drive S.E.  
Olympia WA, 98513  
Phone: 360-456-5221

**CLOSING DATE FOR SUBMISSIONS SHALL BE September 7, 2018, Noon.**  
**Proposals received after this date will be considered late and ineligible for acceptance unless waived by the Legal Department Director.**

Mark the envelopes clearly with RFP Legal Depart., #2018-LG003

- Questions may be directed to Heidi Petersen, Tribal Attorney  
Phone: 360-456-5221, E-mail: [petersen.heidi@nisqually-nsn.gov](mailto:petersen.heidi@nisqually-nsn.gov)

Indian Preference in accordance with the Tribal Policy and Section 7(b) of the Indian Self Determination and Education Assistance Act (25 USC 250 (b)), the Tribe shall give preference when awarding contracts in the following order:

- A. Certified Tribe-owned business
- B. Certified Tribe member-owned business or individual Tribe Member
- C. Other certified Native American-owner business or individual Native American
- D. A firm or individual seeking certification as a Tribe Member-owned or Native American-owned business enterprise shall submit a complete application to the SRPMIC's Purchasing Department.

Preference in the award of contracts shall be give to qualified Indian organizations and Indian-owned economic enterprises as defined in Section 3 of the Indian Financial Act of 1974 (25 USC 1452)